

## **BOARD FOR CONTRACTORS COMMITTEE MEETING MINUTES**

The Board for Contractors Committee (The Committee) met on Monday, May 18, 2009, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia. The following Committee members were present:

Michael D. Redifer, Chairman  
William Rusher, Vice Chairman  
Robert Kirby  
Jack Miller

Committee members Mark Cronin and Jeffrey Modisett were not present.

The following DPOR staff attended the meeting:

Jay W. DeBoer, Director  
Eric L. Olson, Executive Director  
Adrienne Mayo, Regulatory Boards Administrator  
Jill Richardson, Licensing & Education Administrator  
Karen Bullock, Administrative Assistant

Chairman Michael Redifer called the meeting to order at 2:05 p.m.

**Call To Order**

The Meeting Agenda was approved unanimously. Motion made by Mr. Miller, seconded by Mr. Rusher.

**Approval of  
Agenda**

The Minutes from the March 9, 2009, Committee meeting were adopted as drafted by unanimous vote. Motion made by Mr. Miller, seconded by Mr. Rusher.

**Minutes  
Adopted**

There was no public comment.

**Public Comment**

The Committee reviewed a total of 12 applications for proposed education providers and courses. Nine were recommended for approval.

**Education Provider  
Applicants:**

After discussion, and a motion by Mr. Rusher, seconded by Mr. Miller, the Committee unanimously recommended that the Board do not approve National Fire Protection Association-Continuing Education (Electrical) course since it is not comprehensive.

**National Fire  
Protection Association**

After discussion, and a motion by Mr. Rusher, seconded by Mr. Miller, the Committee unanimously recommended that the Board do not approve NC Electrical Institute-Continuing Education (Electrical) course since it is not comprehensive.

**NC Electrical Institute**

Rod Tripp on behalf of A Rod Tripp & Associates attended the meeting and addressed the Committee.

**A Rod Tripp &  
Associates**

After discussion, and a motion by Mr. Kirby, seconded by Mr. Miller, the Committee unanimously recommended that the Board do not approve A Rod Tripp & Associates-Continuing Education (Plumbing, HVAC Fuel and Gas Fitting) course since it is not comprehensive.

After discussion, and a motion by Mr. Kirby, seconded by Mr. Miller, the Committee unanimously recommended that the Board retroactively approve (January 1, 2008, to April 15, 2008) DHCD: Jack A. Proctor Virginia Building Code Academy for Enforcement Personnel Continuing Education (Electrical, Fuel/Gas, Plumbing and HVAC)) course.

**DHCD: Jack A.  
Proctor Virginia  
Building Code  
Academy for  
Enforcement Personnel**

Calvin Dull on behalf of Wilkes Community College attended the meeting and addressed the Committee.

**Wilkes Community College**

After discussion, and a motion by **Mr. Rusher**, seconded by **Mr. Miller**, the Committee unanimously recommended that the Board approve Wilkes Community College Continuing Education (Electrical) course.

Joseph Lee on behalf of Master Institute attended the meeting and addressed the Committee.

**Master Institute**

After discussion, and a motion by **Mr. Kirby**, seconded by **Mr. Rusher**, the Committee unanimously recommended that the Board approve Master Institute Continuing (Electrical, Fuel/Gas, Plumbing and HVAC) course.

After discussion, and a motion by **Mr. Rusher**, seconded by **Mr. Kirby**, the Committee unanimously recommended that the Board retroactively approve (November 1, 2008) Mike Holt Enterprises, Inc. Continuing Education – classroom and online (Electrical) course.

**Mike Holt Enterprises, Inc.**

Dana Smith on behalf of Dana Smith attended the meeting and addressed the Committee.

**Dana Smith**

After discussion, and a motion by **Mr. Rusher**, seconded by **Mr. Miller**, the Committee unanimously recommended that the Board approve Dana Smith Continuing Education – online (Electrical) course.

Patrick Walsh on behalf of Walsh Electric Co, Inc. attended the meeting and addressed the Committee.

**Walsh Electric Co., Inc.**

After discussion, and a motion by **Mr. Rusher**, seconded by **Mr. Kirby**, the Committee unanimously recommended that the Board approve Walsh Electric CO., Inc. Continuing Education (Electrical) course.

After discussion, and a motion by **Mr. Kirby**, seconded by **Mr. Miller**, the Committee unanimously recommended that the Board approve Vocational School of Korean American Association NoVA -Pre-License (Basic) Course.

**Vocational School of Korean American Association NoVA**

After discussion, and a motion by **Mr. Rusher**, seconded by **Mr. Miller**, the Committee unanimously recommended that the Board approve ACR Construction Education LLC Pre-License and Continuing Education (Basic and Electrical) course.

**ACR Construction Education LLC**

Chris Ghanayen on behalf of B&B Air Conditioning & Heating Service Co., Inc. attended the meeting and addressed the Committee.

**B&B Air Conditioning  
& Heating Service Co.,  
Inc.**

After discussion, and a motion by **Mr. Kirby**, seconded by **Mr. Miller**, the Committee unanimously recommended that the Board retroactively approve (April 1, 2005) B&B Air Conditioning & Heating Service Co., Inc. Vocational (HVAC) course.

Board staff addressed the Committee to inquire whether a policy should be in place to require education providers to update their text books and materials as the new regulations, statutes and building codes are promulgated. The Committee acknowledged staff concern but said no action is required at this time.

**Other Education-  
Related Items**

Board staff addressed the Committee to inquire whether the Committee wanted to establish a policy which allows education providers who cover all the course content in less than the required time to dismiss class early. The Committee recommended reviewing this matter on a case by case basis.

An education audit report was presented to the Committee by the Licensing and Education Administrator, Jill Richardson. This report provided April 11, 2009, findings for a Contractor Pre-license Education course conducted by ATCE, an approved education provider. ATCE instructor, Toni Ewell, was present at the Committee meeting. Eric Olson, Executive Director for the Board for Contractors, audited the class.

There was no old business.

**Old Business**

Board staff advised the Committee of several inquiries received from home improvement contractors (HIC) concerning the installation of trim carpentry in high rise commercial structures. Board staff addressed the Committee to inquire whether the Committee wanted to establish a policy to allow HIC contractors to install trim molding in high rise buildings (more than 4 stories). The Committee agreed that the regulations are sufficient in identifying the scope of practice for HIC contractors and therefore, no action is required at this time.

**New Business**

Eric Olson, Executive Director, addressed the Committee by providing legislative and regulatory updates. After discussion, and a motion by **Mr. Kirby**, seconded by **Mr. Miller**, the Committee unanimously recommended that the Board adapt the amended proposed contractor and individual certification and licensing regulations.

Board staff presented the public comments received concerning the regulatory package for an increase in fees and after discussion, and a motion by **Mr. Kirby**, seconded by **Mr. Miller**, the Committee unanimously recommended that the Board approve for final regulatory review the recommended responses proposed by staff.

Mr. Olson addressed the Committee regarding sending notification to contractors to advice of the new Federal training certification requirements affecting *manufactured home installation*. After discussion, and a motion by **Mr. Kirby**, seconded by **Mr. Miller**, the Committee unanimously recommended sending such notices only to those currently holding the MBC specialty that will be affected by the mandate.

Chairman Redifer entertained a motion to adjourn from **Mr. Kirby**, seconded by **Mr. Miller** and approved unanimously by the Committee. The meeting adjourned at 4:02 p.m. **Adjourn**

  
\_\_\_\_\_  
Michael Redifer, Chairman

8/3/09  
\_\_\_\_\_  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Robert Kirby  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors - Committee  
(Name of Board)
4. Meeting/IFF Date: May 18, 2009  
(Date)

5. I have a personal interest in the following transaction:

NONE

(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

N/A

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

AGC OF VA, PMA OF VA, BUILDERS & CONTRACTORS EXCH. DEFENDERS, INC.

☒ I am able to participate in this transaction fairly, objectively, and in the public interest.

or

☐ I did not participate in the transaction.

6. ☐ I do not have a personal interest in any transactions taken at this meeting.

Robert Kirby  
Signature

May 18, 2009  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Jack Miller  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors - Committee  
(Name of Board)
4. Meeting/IFF Date: May 18, 2009  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_  
(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

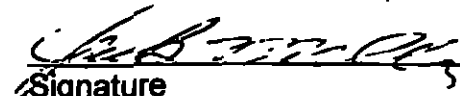
\_\_\_\_\_  
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

☐ I am able to participate in this transaction fairly, objectively, and in the public interest.

or

☐ I did not participate in the transaction.

6. ☒ I do not have a personal interest in any transactions taken at this meeting.

  
Signature

May 18, 2009  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Michael Redifer  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors - Committee  
(Name of Board)
4. Meeting/IFF Date: May 18, 2009  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_  
(Agenda Item)

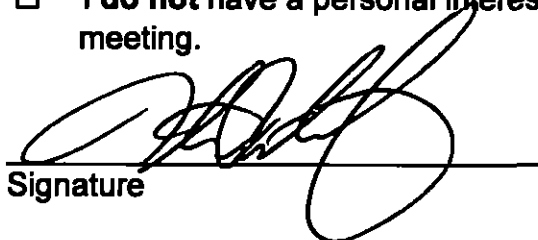
Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

VRCA UPLCA IAEI ICC NCPA

- ☒ I am able to participate in this transaction fairly, objectively, and in the public interest.
- or
- ☐ I did not participate in the transaction.
6. ☐ I do not have a personal interest in any transactions taken at this meeting.

Signature



May 18, 2009  
Date



**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: William Rusher  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors - Committee  
(Name of Board)
4. Meeting/IFF Date: May 18, 2009  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_  
(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

\_\_\_\_\_  
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

☐ I am able to participate in this transaction fairly, objectively, and in the public interest.

or

☐ I did not participate in the transaction.

6. ☒ I do not have a personal interest in any transactions taken at this meeting.

William D. Rusher  
Signature

May 18, 2009  
Date